

PROCESS FOR TRANSFER OF PCUSA TEACHING ELDERS INTO POJ

Guidelines

1. Categories for requests for transfer:
 - a. From a congregation: a Call must be found to be in order (Transitional Relations Subcommittee)
 - b. Specialized Ministry -- Ministry must be validated first (Administration Sub-committee)
 - c. Member-at-Large status
 - d. Honorably Retired
2. The Teaching Elder shall make application for membership in POJ (G-2.0502).
 - a. The Examinations Subcommittee will require from the Teaching Elder his/her PIF or vitae and a written statement of faith.
 - b. For validated ministries, the COM liaison and the members of the PNC, Search Committee, or agency will attend the examination to explain process and suitability of Teaching Elder for the call.
3. In the case of validated ministries, the Teaching Elder seeking transfer, upon reception of required items, will be examined by the presbytery in the following manner:
 - a. The Examinations Subcommittee will talk first with PNC liaison to assess whether the process was properly followed in calling Teaching Elder.
 - b. The Examinations Subcommittee will interview the congregation's PNC (and its head of staff if the candidate is called to be an associate pastor or co-pastor), to help confirm the suitability of the Teaching Elder for this specific call. The Report of the PNC to the Examination Subcommittee will be shared in the interview.
 - c. Teaching Elder seeking transfer will be examined in his/her views in the following areas:
 1. Christian faith
 2. Theology
 3. Sacraments
 4. System of government
 - d. The Teaching Elder will be examined in these areas:
 1. PCUSA ordination questions in W-4.4003
 2. Scruples
 3. Suitability for the particular call
4. In the case of requests for transfer into member-at-large or honorably-retired status, the Examinations committee will review their statement of faith and PIF or curriculum vitae for suitability to the requested status.
5. Upon completion of Step 3 the Examinations Sub-committee will present its recommendation to the COM for consideration following Examination Procedures of COM (COM Manual 3.0300).
 - a. The vote of Examinations Sub-committee shall be reported to the PNC and COM.
 - b. Any restrictions or areas needing further work should be noted and explained to the COM.
 - c. Any minority report from Examinations Sub-committee should be presented in writing along with the majority recommendations to COM.
6. After an affirmative vote of the COM and after an affirmative vote of a congregation or agency, the Teaching Elder will be introduced at the next Presbytery Meeting.